WOODLAND PUBLIC LIBRARY BOARD OF TRUSTEES Minutes, January 26, 2009

Present: Bud Goding, Tom Pavao, Jorel Difuntorum, Alain Traig

Excused Absence: Kay Hodges

Staff: Sandra Briggs, Carol Beckham

The Closed Session of the Library Board of trustees meeting was called to order by President Alain Traig at 7:30 PM.

I. Closed Session: Public Employee Performance Evaluation pursuant to Government Code Section 54957 Title: Library Services Director The Board discussed items pursuant to Library Services Director's performance evaluation.

The Open Session of the Library Board of trustees meeting was called to order at 7:50 PM. President Alain Traig announced that aspects of the Library Services Director's evaluation were discussed.

II. Welcome Visitors

There were no visitors.

III. Public Comment

There was no public comment.

IV. Review of Agenda

The agenda was approved as presented.

V. Approval of Minutes

On motion made by Bud and seconded by Jorel, the minutes of January 5, 2009, were approved as presented.

- VI. Communications
 - Sandy noted a front-page article in the Daily Democrat saying children's books could potentially be declared unsafe for children due to a law concerning hazardous materials in children's toys. The American Library Association is seeking an exemption for books, and Sandy encouraged the Board to call the U. S. Legislature to register their concern.
 - After the ICMA grant was submitted by the City Manager, American Library Association magazine featured a cover article on teen gaming programs in libraries. In addition, the most recent Pew Internet in American Life survey documented the pervasiveness of electronic gaming among all ages.
 - Spanish language books ordered at the Guadalajara Book Fair should be arriving soon. Carol Davis ordered 182 children's books for approximately \$3,600, and 145 adult books for approximately \$3,300.
 - Sandy presented a copy of a letter from Alain to the City Council concerning the library's Developer's Fund budget.

The Governor and First Lady of California sent a letter requesting all libraries to put a link on their website to the California Earned Income tax form and information. The library will do so.

VII. Old Business

- A. Receive report on grant submittions
 - 1. ICMA "Intelligent Gaming @ the Library"
 The City Manager has submitted the grant and there has been no response to date.
 - Omega Nu Library Teen Area
 Omega Nu service organization made a presentation to the Friends of the Library who will request \$6,716 to create a more welcoming teen space.
 - National Endowment for the Humanities "Picturing America"
 An application has been submitted and granted to receive copies of fine arts prints which will be used in conjunction with Summer Reading programs. Sandy will submit a companion grant for related books for children and teens.
- B. Budget update/succession planning
 Sandy is waiting for mid-year budget correction instructions. She
 did an adjustment to the Literacy budget and it seems that the
 current Year's income will cover all expenses. She anticipates
 having to make some cuts to the existing '09 budget. She will
 submit the budget for '10 by Friday. Instructions were to submit the
 budget based on this year's budget.
- C. Receive report on January 20, 2009 City Council meeting Sandy said Alain gave a very effective presentation in defense of the library materials budget. The Mayor said he considered materials for the library to be very important and he understands that gaps created by a budget cut can't be caught up in the future.
- D. Identify consistencies between newly adopted City's Vision, Values, Mission and Library's July 2008 Strategic Plan The City Council adopted the collective work proposed by City Staff. Sandy will prepare a report identifying how the library's and the City's statements match. The City Management Team has created a list of ten goals for the City which closely match the Library's Mission Statement as well and will be used in the 2009-2010 budget preparation process.

VIII. New Business

A. Determine 917 preliminary budget for 2009-2010
Sandy recommended a status quo budget with the exception of
Special Department Expenses (materials), and suggests that it be
increased to cover funds cut from the 79 Capital budget and the
cost of pre-processing materials. Bud so moved, Tom seconded,
and the motion passed.

- B. Note upcoming library related activities
 - Mystery Night @ the Library: February 7, 2009
 Sandy distributed ticket order forms.
 - 2. Retirement for Helen Marquez: February 13, 2009 Sandy emailed and handed out hard copies of the invitation to the party in the Leake Room.
 - Woodland Reads 2009 Rose Colored Glass February 18-20, 2009
 Sandy distributed information on the events.
- C. Discuss priorities for public versus work space Since there will be no funds for expansion of the building in the near future, Sandy discussed options for reconfiguring work spaces to provide more public space. The Board is strongly in support of any potential increases to public space and instructed Sandy to work with staff to determine possibilities.

IX. Reports

- A. Director: 2009 Second Quarter Report
 Sandy distributed copies of the report. In future, the Board will be
 given copies of the librarians' and literacy coordinator's reports, on
 which the report is based, so the Board will have more detail.
- B. Board
- Council meeting attendance
 The Board attended the January 20 meeting.
- 2) Individual Board reports

 Tom attended the last meeting of the Yolo Literacy
 Council. At their next meeting, they will have a
 vote of the general membership to change the
 name to Woodland Literacy Council. Bud will be
 the Board representative to the Friends of the
 Library and will attend their next meeting.

The meeting was adjourned at 9:40 PM.
The next meeting will be February 9, 2009.
Minutes prepared by Carol Beckham.